

## MEMO

Date: May 30, 2014

To: Montana WIC Programs

From: Joan Bowsher, WIC/Nutrition Section Supervisor

Re: FFY 2015 Contract Packet

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Attached is the FFY15 Contract Packet to include:

FFY15 Funding Formula Spread Sheet

Contract Packet Instructions

Worksheet 1 – WIC Personnel Services

Worksheet 2 –Contact Information

Prepare worksheets 1 and 2; sign worksheet 2 when complete. If claiming Indirect, include an indirect plan for approval. The indirect plan must be preapproved by DPHHS before contract can be finalized.

It is a contract requirement that all WIC agencies have a Registered Dietitian (RD) on staff or under contract. High risk participants are required to have a follow up visit/referral with an RD. State staff will work with the local agencies needing an RD to ensure all participants are being offered complete WIC services.

Submit completed contract packet and any attachments to state by July 1, 2014.

If you have any questions please contact Joan or Michelle at (406) 444-5533.